



Family Christian Academy

A Ministry of Family Church PC

20035 Quesada Ave.

Port Charlotte, FL 33952

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www.fcamustangs.org

EMPLOYMENT APPLICATION

Position Applying for: _____ Full Time Part Time

Application Date: ____/____/____ Date available to begin work: ____/____/____

I. Applicant's Name and Address

Name: Miss Mrs. Mr. Dr. _____

Current Address: _____

Phone: Day (____) _____ Evenings: (____) _____ Cell: (____) _____

Email Address: _____

How long have you lived at the above address? _____

Permanent Address: _____

(If different from above)

Phone: Day (____) _____ Evenings: (____) _____ Cell: (____) _____

II. Personal Information

Marital Status: Single Married

Spouse's Name _____ Occupation _____

Years Married _____

Number of Children _____ Ages _____

Personal Background:

Have you ever been dismissed, resigned to avoid being dismissed, or asked to resign from a position?

Yes No If yes, please explain:

Have you been convicted of any offense involving financial impropriety, dishonesty, breach of trust, child abuse, moral impropriety, or any other type of crime?

Yes No

If yes, please indicate the nature of the offense, date, court, and disposition.

III. Christian Background

Personal Testimony:

On another sheet of paper, please give a brief explanation of how you came to know Jesus Christ in a personal way.

Devotional Life:

Describe your routine of personal Bible study and prayer. _____

Bible:

Do you believe the Bible to be the ONLY inspired and infallible Word of God, our final authority in all matters of faith, conduct, and truth? Yes No

Statement of Faith:

Please carefully read our Statement of Faith and indicate below your degree of support.

___ I fully support the Statement of Faith as written without reservations.

___ I support the Statement of Faith except for the area(s) listed and explained on a separate paper.

Signature: _____

Church:

Denominational affiliation: _____

In what church activities are you involved and to what degree of regularity:

IV. Professional Qualifications

Please attach **photocopies** of all your college transcripts. Should you be offered a position, **official copies** of your college transcripts will be required to be submitted for inclusion in your personal file.

Formal Training:

Please list the college degree(s) you hold:

Degree	Date Received	Issuing Institution
_____	_____	_____
_____	_____	_____
_____	_____	_____

Your Major(s) _____

Your Major(s) _____

Teaching Experience:

Sequentially list your teaching starting with the most recent:

Place	Grades or Subject	Dates
_____	_____	_____
_____	_____	_____

Number of years teaching experience: Public _____ Private _____

Reasons for leaving your most recent position? _____

Are you under contract for the ensuing year: Yes No

Other Experience:

List of other work or military experiences that may have significance for the type of position for which you are applying:

Place	Type of Work/Experience	Dates
_____	_____	_____
_____	_____	_____

List any other educational advantages that you may have had including opportunities for travel:

List any books or articles that you have recently read that have helped you in your professional growth.

Teaching Credentials:

Do you have an ACSI Teaching Certificate? _____ What level? _____

Do you have a state teaching certificate? Yes No

If yes, what state? _____

What kind? _____ Remains valid for _____ years

Endorsement(s) _____

*Please attach photocopies of any certificates held.

Christian School Preparation:

Have you had any courses in the Christian philosophy of education, if so, where and when?

If not, would you be willing to take such a course by correspondence or otherwise?

List any conferences in which you have participated or seminars which you have led.

IX. Personal References

You will need to sign the enclosed Reference Release Form and return it with this application. Do not list family members or relatives for references. Give two references who are qualified to speak of your spiritual experience and Christian Service. List your current Pastor first.

Name: _____

Address: _____

Phone: _____ Position: _____

Name: _____

Address: _____

Phone: _____ Position: _____

X. Professional References

Give two references who are qualified to speak of your professional training and experience. List your current or most recent supervisor first.

Name: _____

Address: _____

Phone: _____ Position: _____

Name: _____

Address: _____

Phone: _____ Position: _____

Applicant’s Certification and Agreement

I understand that Family Christian Academy does not discriminate in its employment practices against any person because of sex, race, color, national or ethnic origin, gender, or disability. I further understand that any offer of employment is conditional on the proof of legal authority to work in the U.S.

I hereby certify that the facts set forth in this initial application are true and complete to the best of my knowledge. I understand that discovery of falsification of any statement, or significant omission of fact during any phase of the hiring process may prevent me from being hired or if hires may subject me to immediate dismissal.

I authorize Family Christian Academy to inquire about my work and personal history and to verify all dates given in my application to employment, related documents, and my person, organization, or company from liability or damage, which may result from furnishing the information requested. I further waive the right to ever personally view any of these personal references or documents given to Family Christian Academy.

I certify that I carefully read and understand the above statements.

Signature _____ Date _____

Applicant Declaration of Ethical and Moral Integrity

As an applicant for a position at Family Christian Academy, I _____ recognize, understand, and adhere to the moral and ethical standards and mandates of said school. I further declare that with regard to my persona, moral, and ethical character and conduct as of this date, I am not, nor have been in the past, engaged in inappropriate behavior toward minors, nor do I have inclinations toward such conduct. Inappropriate conduct includes, but is not limited to the following: homosexuality, verbal, physical or sexual abuse as defined in Scripture and state law. I do declare that the above statement is factual and true. By affixing my signature, I declare that I meet the moral and ethical standards of Family Christian Academy.

Applicant’s Signature: _____ Date: _____

Administrator’s Signature (after discussing the statement with the applicant):

_____ Date: _____